



Rockport Millbrook Meadow Committee

Town Hall, Rockport, MA 01966

*Charmaine Blanchard
Kimberly Jones
Shannon Mason, Vice Chair
John Sparks*

*Samuel W. Coulbourn, Chair
Marcia Lombardo, Treasurer
Barbara Sparks
Frederick H. Tarr III*

Minutes of Meeting, Wednesday, September 18, 2013, 7:00 p.m. Brenner Friends' Room, Rockport Public Library

7:05 p.m. Chairman Sam Coulbourn called the meeting to order. Members present: , **Marcia Lombardo, Shannon Mason, John Sparks and Ted Tarr. Charmaine Blanchard Barbara Sparks and Kimberly Jones** were absent. Sayles Kasten and Laurie McKenna were also present.

1. Eagle Scout Project. Sayles Kasten, Life Scout, came to the Committee with an Eagle Scout Project. John Sparks introduced him as a junior at Rockport High School, a naturalist and a musician. His project is to design and manage the cutting of a path along the south shore of the Mill Pond. He demonstrated from maps and overhead photography the dense growth that he proposes to cut. The path will run from the foundation of Reuben Norwood's old ice house to the far side of Union Cemetery. He will organize the project, scheduled for early November, involving other scouts and adults. The path will be about four feet wide, and will include a path covered with wood chips. John noted that the path is particularly valuable because MMC is in the process of conducting a feasibility study, with one objective to consider making the Pond shoreline more accessible to the general public. Sayles plans to appear before the Conservation Commission soon to request their approval for his project.

John moved for MMC approval and our recommendation. Marcia seconded. All voted to approve. Sam will prepare a letter to the Conservation Commission, DPW, and Rights of Way Committee stating that MMC has voted to recommend approval, and enthusiastically supports the project.

Sayles will notify us when he obtains approval, and when he intends to carry out his project.



New Meadow sign with RGC Member Susan Hand at right

2. Update Millbrook Meadow Restoration.

Pre-bid Conference and Opening of Bids. John Sparks reported on results of Town Meeting which approved \$100,000 from Community Preservation funds to continue the Restoration of the Millbrook Meadow and Mill Pond. This brings our total funds to \$220,000, and guarantees that we can now take the project to Phase 3, the final design phase. “We have credibility!” said John. He detailed the process of receiving nine bids from competing organizations, and selection of five of the top tier of bidders. John, Eric Hutchins and Sam are representing MMC in selecting these five. John reported that he and Sam have met with the Director and Assistant Director of DPW, and Eric has provided his selection by email, so that soon we will be holding interviews, probably with the top three competitors, to select the winner.

Channel near Entrance Garden. John reported that he had been alerted by Frank Hassler of the Garden Club to sink holes in the vicinity of the Beach Street garden, and the possibility that the high walls of the Mill Brook channel here were in danger of collapsing. He related that Director Parisi and ConComm Agent Geralyn Falco had visited the site recently, and did not see it in imminent danger. However, Joe Parisi will move toward obtaining a notice of intent to conduct repairs there.



Bench near Pond

Current Maintenance and status of list given to DPW. Charmaine was not present, but she had reported by email on the status of maintenance in the Meadow and around the Pond. She noted that the park bench on the north side of the Pond is in miserable condition, but the one along the Meadow path has been nicely repaired, that the playground swings had depressions beneath the swings that have not been filled, and the Meadow path should be improved to match its condition where T. Ford restored it in the area where dam replacement took place.

3. Plans for Fundraising, publicity, community support:

Sub-Committee to Establish Non-Profit (501.c.3) status: Sam and Marcia reported on progress of a subcommittee headed by Kimberly Jones. The subcommittee discussed “Fiscal

sponsorship” and considered whether MMC really needs 501.c.3 status. Sam remarked that we did not envision an organization like Rockport Music. “Don’t be too sure!” John said. He very vehemently pointed out that indeed we need an energetic and enthusiastic fund raising organization, because the project we are starting now will produce improvements in the Meadow and Pond, and no matter how sustainable they are, they will require careful routine maintenance. We cannot expect people to mount the kind of campaign we have mounted every time we need to replace a boardwalk or some playground equipment, John declared. Members agreed that we do need to see that a robust fund is created to ensure maintenance of the area on into the future.

Shannon briefed on her talks with Essex County Community Foundation, investigating “fiscal sponsorship”. Even if we move forward on 501.c.3, they may be good to consult with, she suggested. She will contact ECCF to arrange a meeting.

Fund-Raising Committee. Members discussed this, and decided that we need to make some more internal arrangements before we seek a meeting with Betsy Giannoccaro or Susan Gray.

Fund-raising events. Shannon has arranged for us to have a table at Harvest Festival on Saturday, October 19th, probably in Harvey Park. Members discussed selling shirts, cards, perhaps apples, etc., and then decided to stay with the shirts. Shannon will look into re-ordering shirt sizes that we have nearly sold out. She suggested another item like a tote bag, perhaps black or green with the MMC logo on it. Members suggested that we wait on adding items to observe reception of t-shirts at Harvest fest. Marcia suggested that we should wear the shirts so that the public can see them.

Shannon said she had arranged for a table, and paid \$40.00 fee. Last month MMC authorized \$30.00 for this, but the price has gone up, so Members voted to obligate \$40.00 fee vice \$30.00 for the table.

Schedule for manning the table at Harvest Fest Oct. 19th:

From 9:30 a.m. to noon, Shannon and Sam

From noon to 2 p.m. Ted (need additional members for this slot)

From 2 p.m. to 4 p.m. and closure: Marcia, John and Barbara

Shannon will provide display, shirts, cards, etc; for table. Sam will provide table.

We will request that Marcia, John and Barbara arrange for breaking down the table and delivering it to Shannon and/or Sam. Charmaine and Kimberly—please contact Shannon with your choices for time to man the table. By experience, this can be a fun and productive event if two or three members are manning the table.

4. Meadow Event Schedule:

Thursday, Sept. 26th, 8:30 to 11:30 a.m. Cutting Knotweed, sponsored by Rockport Garden Club

Sunday, Oct. 6: 2-4 p.m. Blessing of the Animals by Rev. Karin Wade

Saturday, Oct. 19, 10 a.m. to 4 p.m. Harvest Festival

5. Committee Business:

Approve Minutes of August 21.

6. Set Next Meeting: Wednesday, October 16th at Community Room, Rockport Police Headquarters.

7. Adjourn. 8:53 p.m.

Approved:

Samuel W. Coulbourn

**Copy to: Town Administrator
Director of Public Works
Nancy Blue and Laura Hallowell, RGC**